

WISCONSIN WORKS (W-2) CONTRACT AND IMPLEMENTATION (C&I) COMMITTEE

201 E Washington Ave., GEF 1, Room D203

Madison, WI

August 20, 2004

10:00 AM - 12:00 PM

MINUTES

Chair: Bill Clingan, DWS Division Administrator

W-2 Agency Representative Attendees:

Kathy Bink	WOW WDB	Teresa Pierce	Workforce Connections
Anne Carrell	PAW Consortium	Marilyn Putz	Kaiser Group
Marcia Christiansen	Forward Service Corp.	Carmen Rivera	OIC-GM
Liz Green	Capitol Consortium	Amy Roland	Outagamie County
Deb Hughes	Southwest Consortium	Shirley Ross	LaCrosse County
Tina Koehn	UMOS	Judy Steinbicer	Rock County
Mary Lontkowski	Marathon County DET	John Wilberding	MAXIMUS
Liz Maloch	Lakeshore Consortium		

Other W-2 Agency Attendees:

Barb Berlin	Capitol Consortium	Sandra Salazar	UMOS
Donna Blus	Marathon County DET	Carmin Trillo	Workforce Connections
Linda Brandenburg	OIC-GM	Carol Wagenson	Workforce Connections
Lisa Omen	Forward Service Corp.	Ricardo Ybarra	MAXIMUS

DWD Staff Attendees:

Fred Bartol, DWS/BW-2	Pat McDonnell, DWS/AO	Bob Plakus, DWS/BW-2
Nancy Buckwalter, DWS/BW-2	Jude Morse, DWS/BW-2	Linda Preysz, DWS/AO
Ron Hunt, DWS/AO	Jane Penner-Hoppe, DWD/SO	Jenny Ritchey, DWS/BW-2
Jane Kahl, DWS/BW-2	Janice Peters, DWS/BW-2	Tom Smith, ASD/BB
Joan Larson, DWS/BDS	Jacque Piraino, DWS/BDS	Mike Soref, DWS/BWI

GUESTS:

Sarah Diedrick, WI Counties Assn.	Erin Fath, DOA	Hal Menendez, LAW
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RECORDER: Jude Morse, DWS/BW-2

Welcome

Bill Clingan welcomed everyone to the meeting.

Review of July Minutes

The discussion moved to the next topics without any suggested edits to the draft minutes.

Procedure for Release of W-2 Additional Funding

Bill Clingan provided an overview including:

- The larger context is the workforce system;
- Funding “silos” and the challenge of blending W-2 and WIA;
- Connection of W-2 participants to job opportunities;
- Connection to work up-front; and
- Work site development and effective CSJs.

Bill acknowledged that many agencies are in the midst of annual budget planning. DWS is expediting timeframes for getting additional funding to W-2 agencies, and DWS is balancing this with the need for W-2 agencies to develop revised W-2 Plans on services. The Procedure for Release of Additional W-2 Contract Funding was issued in a DWS Administrator's Memo the week of August 16. A brief plan is required for W-2 agencies with small caseloads. W-2 agencies with large caseloads are required to complete a more extensive plan.

Jacque Piraino provided an overview of the materials enclosed in the Administrator's Memo (#04-25). The materials integrate funding and program planning. Additional funding is contingent upon the agency's modified W-2 Plan being approved by DWS. Jacque briefly reviewed the timetable, including 2004-05 W-2 Contract Amendments. Jacque pointed out that the quicker agencies sign and return 2004-05 W-2 Contract Amendments, the sooner DWS will be able to add the additional funding to W-2 Contract amounts.

Janice Peters highlighted the Response Items and the three options for responses: 1) "Not applicable" with a brief explanation from the agency; 2) "current W-2 Plan is adequate" for W-2 policy priorities or the current W-2 Plan only requires minor modifications by the agency for positive outcomes; or 3) full response from the agency either using the template provided or by submitting a narrative that references the Response Items. A consortium lead agency is responsible for submitting a comprehensive integrated plan for the entire consortium.

Margaret McMahon outlined six policy priorities: 1) up-front services; 2) effective CSJs; 3) job development, retention and workforce attachment; 4) review of participant services prior to any case closure; 5) SSDI/SSI advocacy; and 6) refugee settlement services.

Jacque Piraino reminded W-2 agencies to review W-2 Contract costs for streamlining and reducing costs, and to do this again even if the agency did this previously. Two examples were mentioned that may result in reduced costs: use of other community services; and/or use of Related Programs funding such as the Food Stamp Employment and Training (FSET) program.

WebI Update

Jenny Ritchey and Mike Soref presented an update on WebI. DWS offers technical assistance to agencies on WebI. A new version of the WebI software is scheduled to be available for DWS review in October 2004. After review of the new version, DWS will develop any necessary training for the two formats of WebI: 1) view only; and 2) interactive.

Consortium Update

Nancy Buckwalter presented an update on the Consortia Roundtable held on August 12, 2004 with participation by current W-2 consortia and many other W-2 agencies interested in potentially becoming consortia.

NGA Update

Jane Penner-Hoppe from the Secretary's Office provided an update on the National Governors' Association (NGA) project, now titled "Doing What It Takes For Our Children Together". Jane distributed a copy of a Power Point presentation that outlined goals, and highlighted the goals of making services more accessible and increasing family financial security. Forty concept papers were submitted to the Department and will be reviewed within the next few months. Bill Clingan emphasized program linkages to make our resources more effective is a theme of the NGA project.

Best Practices Presentation: Employer Relations and Worksite Development for CSJs

Theresa Pierce, Carol Wagenson and Carmin Trillo, from Workforce Connections Inc. presented their agency's practices for building employer relationships and enhancing worksite development.

Suggestions for Agenda Topics for the Next Meeting

The following topics were suggested for the next or future C&I meetings:

- Seamless access back and forth between ASSET 3.0 and CARES;
- Update on C&I Workgroups; and
- Six-Month Interim Review Form (SMIRF) for the Food Stamps eligibility review process and handling W-2 cases when the SMIRF is not returned/completed.

NEXT MEETING DATE: September 17, 2004, 10:00 a.m. – 12:00 noon
201 E. Washington St., Room D203, Madison, Wisconsin